

ROUTING AND RECORD

SUBJECT: (Optional) Request for Approval to Incur Expenses				
FROM: DDI/SOVA 4E66 Hqs.		EXTENSION	NO. DDI-02110/85	
TO: (Officer designation, room number, and building)		DATE	DATE 19 April 1985	
		RECEIVED	FORWARDED	OFFICER'S INITIALS
1. DDI 7E44			4/22	P
2.				
3. Administrative Officer, DCI 7E12				
4.				
5. Executive Director DCI 7E12				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

Friday's (3 May) luncheon will be in Director's dining room.

Saturday's (4 May) luncheon will be in Executive dining room.

DCI EXEC REG

A-101

DDI-02110/85-

18 April 1985

MEMORANDUM FOR: Executive Director

THROUGH: Deputy Director for Intelligence
Administrative Officer, DCI

FROM: Douglas J. MacEachin
Director of Soviet Analysis

SUBJECT: Request for Approval to Incur Expenses

1. Approval is requested to incur expenses allowed under

2. I believe the expenditure of appropriated funds is authorized for the costs of meals and beverages on 3 and 4 May 1985 for the purpose of conducting a formal meeting of the DCI's Military-Economic Advisory Panel (MEAP).

3. Designated officials and persons present including their title and organizational affiliation will be:

Douglas J. MacEachin, D/SOVA

4. Other analysts and line managers from CIA/DDI, DIA, and DOD will attend portions of the meeting, as required, depending on the discussion topic.

SECRET

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5. I certify that the attendance of the individuals listed in paragraph three have been requested and are considered essential to the conduct of official government business and further that the function will facilitate the accomplishment of the DCI's duties and responsibilities.

6. The estimated cost of this function is \$500.00.

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Douglas J. MacEachin

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SUBJECT: Request for Approval to Incur Expenses

CONCUR:

25X1

Deputy Director for Intelligence

23 APR 1985

Date

I certify funds are available.

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Administrative Officer, DCI / BVS

4/25/85

Date

APPROVED:

25X1

for

Executive Director

4/20/85

Date